

# BHS A.S.S.I.S.T. AUGUST NEWSLETTER

**This Month's Issue:**

- 1 \_\_\_\_\_ Family
- 2 \_\_\_\_\_ Financial
- 3 \_\_\_\_\_ Health
- 4 \_\_\_\_\_ Work

## BACK TO SCHOOL

### HOW TO TALK ABOUT BULLYING

There are effective ways to educate and protect your child at school. The Federal Departments of Health and Human Services and Education offers this advice:



**Understand What Bullying Is:** It can happen anywhere and in many forms, including:

- Physical: hitting, punching, shoving
- Verbal: name-calling, teasing
- Social: leaving people out on purpose, spreading rumors, breaking up friendships
- Cyber: using the Internet, mobile phones or other digital technologies to harm others

**Learn to Listen:** Kids who feel they can tell their parents everything are more likely to open up about bullying.

**Nurture Talents:** Kids engaging in extracurricular activities build strong support networks of friends and mentors who can help fend off bullying.

**Watch for Symptoms:** There are many signs to alert you; however, some may indicate other issues, too:

- Complaining of frequent headaches, stomachaches or unexplained illness
- Coming home with damaged or missing belongings, or reporting losing items often
- Being very hungry after school from not eating lunch, or having unexplained injuries

- Being reluctant or refusing to attend school, or has an unexplained drop in grades
- Losing interest in visiting or talking with friends, or suddenly has fewer friends
- Having trouble sleeping, or having frequent bad dreams

**Take Action:** If your child is being bullied, urge him or her to tell you the details and document the abuse. Meet with school authorities to develop an action plan, and follow up frequently. If the bullying gets worse and you need additional help, consider the following:

- If your child's *teacher* is not keeping him or her safe from bullying, contact the principal or superintendent
- If the *school* is not keeping him or her safe from being bullied, contact the State Department of Education
- If your child is sick, stressed, not sleeping or is having other problems, you may want to speak with your BHS Care Coordinator by calling 800-245-1150. They can discuss options to get the assistance you need.

# BUDGET STRATEGY

## BACK-TO-SCHOOL SHOPPING

Summer is coming to an end and that means the start of a new school year. Kids generally know what to expect: new subjects to master and challenges to overcome. Parents face another type of challenge — paying for all the school supplies without overspending.

The best strategy for back-to-school shopping is to develop a plan. Begin by making a list — most schools provide a list of materials students will need during the year. Sit down with your child and review it — this allows you to determine exactly what's needed and get organized. Then, set a budget before you start shopping.



No matter your budget, below are tips to help stretch your dollar without depriving your kids:

**Do your shopping during “tax free days.”** They usually last for an entire weekend in July or August, and apply to things like clothes and school supplies. For information about your state's tax free days, visit [http://www.taxadmin.org/fta/rate/sales\\_holiday.html](http://www.taxadmin.org/fta/rate/sales_holiday.html).

**Look for special promotions.** During this time of year, many stores have amazing back-to-school sales. Watch for deals, like “buy two for one.”

**Shop at local consignment stores.** The end of summer is when many stores are getting great, gently used clothes. They offer amazing pricing for quality merchandise, and have strict policies for accepting items, so you don't have to worry about buying anything damaged.

**Take advantage of Thursdays.** Many department store sales begin on Thursday and run through Sunday. While you may usually save shopping for the weekend, a trip to the mall on Thursday can produce great savings; and you'll get first rights on merchandise.

To save on back-to-school shopping, it's important not only to set a budget, but to stick to it. With proper planning and some savvy tips, you can prepare your child for another school year without breaking the bank.

Your Employee Assistance Program (EAP) Provides **FREE and CONFIDENTIAL** Consultations with Certified Financial Professionals

**Consultation topics include, but are not limited to:**

- ✓ Budgeting
- ✓ Debt Reduction
- ✓ Retirement
- ✓ Estate Planning
- ✓ College Savings
- ✓ Taxes



To learn more about your benefits & to schedule an appointment, contact your BHS Care Coordinator  
800-245-1150 • [www.behavioralhealthsystems.com](http://www.behavioralhealthsystems.com)

## Behavioral Interventions for ADD/ADHD

All children, especially those with ADD/ADHD, need consistent rules that they can understand and follow. Consider these basic behavioral interventions to help your child be more successful:

**Make a Schedule.** Have the same routine every day, from wake-up time to bedtime. The schedule should include time for homework and play. Post it in a place where it will be seen often, like the refrigerator or family bulletin board. If a schedule change must be made, make it as far in advance as possible.

**Organize everyday items.** Children with ADHD typically need help organizing. Have a place for everything and keep everything in its place, including clothing and school supplies.

**Use homework and notebook organizers.** Stress the importance of writing down assignments and bringing home needed books. Match the color of text book covers with the coordinating notebook or folder — it's easier to choose the correct book and binder if they match. If possible, use a binder that contains folders for all classes. The first page of the binder is a great place for writing down homework assignments for all classes.

**Have a place set aside for homework.** Some children with ADD find listening to the radio helps with concentration, but the television and siblings can be a distraction. Work with your child to develop a place and a plan for completing homework.

**Make index cards for everyday tasks.** Laminate cards with no more than three tasks per card, along with the amount of time each one should require. Give your child one card and a basic kitchen timer, which serves as a reminder to stay on task. Cards can be made for things like getting dressed for school, chores and bed time routines.

**Praise positive behavior.** ADHD children may be more used to criticism than praise; failure rather than accomplishment. It is important to reward good behavior to boost self-esteem.

Using strategies that maximize your child's potential while minimizing the impact of inattention and impulsivity can help your child's behavior and self-esteem. For more information about ADD/ADHD, contact your Care Coordinator at 800-245-1150. Ψ





# 3 Steps for Increasing Productivity at Work



**A** common hailed productivity tip is to stop checking email so often. The advice is sound, but the urge to check email is so compelling that few people can resist it. What's behind the struggle to avoid checking email? It boils down to two words: Email satisfies. Checking email can become a substitute for boredom, not knowing what to do next, lack of structure, nervousness, worry, being stumped by a problem, or undesirable emotional states. It's a fix, and it fills time. And therein lies its sinister effect when it's abused—time theft. Ask yourself what role email plays in your daily psyche, and you may find that you're more able to resist its calling.

## 1. Eliminate half-work at all costs.

In our age of constant distraction, it's stupidly easy to split our attention between what we should be doing and what society bombards us with. Usually we're balancing the needs of messages, emails, and to-do lists at the same time that we are trying to get something accomplished. It's rare that we are fully engaged in the task at hand.

## 2. Do the most important thing first.

Disorder and chaos tend to increase as your day goes on. At the same time, the decisions and choices that you make throughout the day tend to drain your willpower. You're less likely to make a good decision at the end of the day than you are at the beginning.

## 3. Reduce the scope, but stick to the schedule.

When it comes to the day-to-day grind, however, following a schedule is easier said than done. Ask anyone who plans to workout every Monday, Wednesday, and Friday, and they can tell you how hard it is to actually stick to their schedule every time without fail.

### Ham & Egg Skillet

#### Ingredients:

3 medium uncooked potatoes, peeled and diced  
1 tablespoon butter or margarine  
1/4 cup chopped onion  
1/4 cup chopped green pepper  
1 cup fully cooked, cubed ham  
3 eggs, beaten  
1/2 cup (4 oz) shredded cheddar cheese  
Salt and pepper

**Servings:** 4

**Prep time:** 15 — 30 min; **Cook time:** 15 — 30 min

#### Instructions:

- In a skillet, sauté potatoes in butter until tender and golden brown
- Add onion and green pepper; sauté until crisp-tender
- Add ham, eggs, cheese, salt and pepper; cook until eggs are completely set, stirring occasionally

*Cook's Note: save on morning prep time by preparing and measuring ingredients the night before*

#### Nutrition Information Per Serving:

Calories: 274; Fat: 18g; Carbs: 8g; Protein: 21g;  
Vit A: 712 IU; Vit C: 24 mg; Calcium: 243 mg